



Memorandum

To: Chief Academic Officers and Provosts

From: Dr. Paula Compton, Associate Vice Chancellor, Executive Director, Ohio Articulation and Transfer Network

Date: 10/18/2018

Subject: Survey for endorsement of Learning Outcomes for proposed Manufacturing Technology CTAG

This memo serves as a request to share the survey below with a representative on your campus who can respond to questions about your institution's Manufacturing Technology courses.

Below, you will find a link to a survey designed to collect responses and comments for the learning outcomes of a proposed Career-Technical Assurance Guide (CTAG) in Manufacturing Technology, which contains one course; [CNC Programming/Machining](#).

Please forward this memo to the appropriate faculty member familiar with course offerings in Manufacturing Technology. If your institution does not offer a course or courses in Manufacturing Technology, please begin the survey, there is an opportunity to opt out after the first few questions.

General Background about the Secondary Career-Technical Alignment Initiative

The language in section [3333.162](#) of the Ohio Revised Code requires the Ohio Department of Higher Education and the Ohio Department of Education to develop policies and procedures for students at secondary career-technical centers or adult career-technical centers. These policies and procedures provide an opportunity for career-technical students to transfer agreed upon technical courses to any Ohio public institution of higher education "without unnecessary duplication or institutional barriers."

To obtain background information on the Career-Technical Credit Transfer initiative, consult this website: <http://ohiohighered.org/transfer/CT2>.

Recent Developments Regarding a Potential CTAG in Manufacturing Technology

Mr. Steven Sykes from Edison State Community College collected syllabi and common courses in Manufacturing Technology from public institutions across the state. After reviewing the content of similar courses currently offered at colleges and universities in Ohio, it was determined that the similarity was sufficient to suggest the development of a Career-Technical Articulation Number (CTAN), CNC Programming/Machining.

A PDF copy of the survey is attached and may be used as a reference, prior to completion of the online survey.

The proposed CTAN, including course descriptions and a list of the learning outcomes is in the PDF.

This survey requests the endorsement of the learning outcomes only. A subsequent survey will be sent later in the semester for endorsement of the alignment to the updated Career Field Technical Content Standards from the Ohio Department of Education (ODE). If faculty responding to both surveys endorse the creation of this CTAG, the Ohio Department of Higher Education (ODHE) will announce the establishment of the Manufacturing Technology CTAG and the CTAN in CNC Programming/Machining. Ohio public colleges and universities, as well as secondary career-technical programs will then submit requests for approval of their courses. ODHE will also create a faculty review panel that will be responsible for reviewing the curriculum of each secondary career-technical program and each college course to determine if it satisfies the learning outcomes of the CTANS.

A secondary career-technical student may receive credit through a CTAG agreement, provided that he/she:

1. Successfully completes the approved secondary career-technical program with a C or better, and
2. Demonstrates a satisfactory grade on the end-of-course assessment.

The Ohio Department of Higher Education and the Ohio Department of Education will work together to form a group of Manufacturing Technology subject matter experts. These faculty will assist in the development of end-of-course assessment for the secondary career-technical pathway. At the conclusion of the test validation, these faculty will provide a recommendation about whether or not to accept the assessment as evidence of learning. Faculty at each institution offering a Manufacturing Technology program or course will have the opportunity to be involved in this faculty assessment group. Both volunteers and nominations will be collected on the final page of the survey.

What we need from you:

Please arrange to have an appropriate person at your institution complete the survey as soon as possible but **no later than Friday, November 2, 2018.**

The survey asks faculty members if they agree with the development of the potential CTAG including the list of learning outcomes for the potential CTAN. The **Manufacturing Technology Survey** can be accessed through the link in your email.

If you have questions regarding this survey, please contact Anne Skuce, Senior Associate Director of the Secondary Career-Technical Alignment Initiative, askuce@highered.ohio.gov.

IMPORTANT NOTE: You **MUST** complete the survey via the link provided above. The attached PDF file is for reference only.